



## SEATTLE POLICE DEPARTMENT COMMUNITY POLICE ACADEMY APPLICATION

The Community Police Academy will help participants become familiar with various facets of the SPD and gain insight into law enforcement's role in the criminal justice system. It's designed to educate the community on the daily work and operations of the Seattle Police Department (SPD), while also giving the department an opportunity to obtain valuable feedback from the community.

This **8-week-long program** will be both fun, educational, and challenges the myths and images of law enforcement by providing a realistic view of police procedures.

Instructors are officers and personnel from the department who are experts in their fields. The classroom atmosphere is positive and highly interactive. Students are encouraged to ask questions and discuss topics of interest with instructors.

**Applicants must be 18 years old or older, and agree to a background check. Individuals who are active in their communities are encouraged to apply. Space is very limited.**

**To apply: send your completed application packet and a clear photocopy of your driver's license or State ID to: [henry.liu@seattle.gov](mailto:henry.liu@seattle.gov)**

To be considered for the Community Police Academy:

- Complete your application and answer the supplemental questions.
- Attach a photocopy of driver's license or State ID Card.
- Signed acknowledgement of the CPA's "Rules of Conduct"
- Signed photo release form
- Must pass a Seattle Police Department background investigation

Failure to submit a complete package may result in your application not being considered.

Want to know more about the Community Police Academy? Check our or web page: [SPD Community Police Academy - Police | seattle.gov](#)

Applicant's Name:

Last

First

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Address:

City

State

Zip

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Neighborhood:

E-mail Address:

Phone:

Home

Work

Cell

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Date of Birth:

Month

Day

Year

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Sex:

Drivers License #:

Emergency Contact:

Name

Phone #

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**Supplemental Questions**How did you hear about SPD's Community Police Academy?

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Please state below why you are interested in attending. (Use extra paper if necessary.)

**1. Do you have any Criminal or Felony Convictions in the last (10) years?**

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, year of conviction \_\_\_\_\_

Define the Conviction? \_\_\_\_\_

Comments: \_\_\_\_\_

2. Have you had (3) or more contacts with law enforcement in last (10) years, in which you were listed as a suspect? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments: \_\_\_\_\_

3. Are you listed or involved in any active criminal investigation as of the date of this application? Yes \_\_\_\_\_ No \_\_\_\_\_

Comments: \_\_\_\_\_

### ***PERMISSION TO CONDUCT A RECORD CHECK***

As an applicant for the Seattle Police Department Community Police Academy, I hereby authorize the Seattle Police Department to conduct a criminal history records check.

All applications for Community Police Academy (CPA) shall be reviewed on a case by case basis. This information is intended to be used as guidelines for those within Seattle Police Department who are tasked with reviewing CPA applicants. All admissions to Seattle Police Department of Community Police Academy are done so at the **sole** discretion of the Seattle Police Department.

All information is to remain confidential as required by Washington and federal statutes.

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Signature of Applicant

Date

### ***VOLUNTARY ONLY:***

In our effort to better serve and represent the community the Community Police Academy is interested in knowing as much as possible about our applicant pool. We would appreciate you providing the following information for purposes of our evaluation of our outreach efforts.

AGE:

18-30 \_\_\_\_\_

31-45 \_\_\_\_\_

46-59 \_\_\_\_\_

60-up \_\_\_\_\_

ETHNICITY: \_\_\_\_\_

GENDER: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_



# SEATTLE POLICE DEPARTMENT COMMUNITY POLICE ACADEMY

## Rules of Conduct

Please be advised that all participants admitted into the Seattle Police Department (SPD) Community Police Academy (CPA) are subject to the following Rules of Conduct, which are listed below:

1. **Identification:** Each member of the CPA shall present a valid and current form of State Issued Identification at check-in to verify identification. The 8-Week program will be held virtually on WebEx or Microsoft Teams. Participants must turn on their video camera during the program and the full duration of presentations for identify verification. Failure to do so will result in being excluded from the CPA program.
2. **Respect and Sensitivity:** Demonstrate your respect for and sensitivity to others by:
  - Arriving on time
  - Not interrupting or talking over other participants (one person speaks at a time)
  - **Turning all your electronic devices or anything that emits sound off or to silent mode during CPA. Please do not browse the Web or read email during class presentations.**
3. **No Audio/Video Recording:** without permission from SPD and all CPA session participants.
4. **Attendance:** Participants may miss a maximum of (2) excused class and still be able to graduate from the CPA, assuming all other requirements are met. Non-excused absences will result in removal from the CPA program.
5. **Participation and Removal from Program:** SPD reserves the right, at its sole discretion, to discontinue a participant's involvement with the SPD CPA. For example, one could be discontinued from participating in CPA for not following the rules listed above or for any other conduct SPD deems disruptive and/or inconsistent with the Academy's and/or Department's mission.

### Acknowledgement and Agreement:

I acknowledge, by my signature below, that I understand the above rules of conduct for the SPD CPA; I agree to follow these rules; and I understand that if I violate these rules or have behavior contrary to the mission and goals of SPD, then I may be removed from the CPA program at the sole discretion of SPD.

Signature:	Date:
Name (printed)	



## SEATTLE POLICE DEPARTMENT RELEASE FORM FOR IMAGE USE

**Allowing the Seattle Police Department (SPD) to take photos and use your image helps SPD promote activities, share important crime information, and outreach to the community in a positive way.**

**We greatly appreciate you taking part in this event, and thank you for allowing us to use your image in our promotional and educational materials.**

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I, the undersigned, do hereby consent and agree that the Seattle Police Department (SPD), its employees, officers and agents, have the right to take still photographs, videotaped recordings and digital recordings of me as it relates to the following event, educational training, and/or promotional activity: Community Police Academy

I understand that the relevant images will be created and used for the express purpose of promoting the above listed event, educational training or promotional activity, for the general promotion of SPD activities and SPD's mission. The relevant images as described above will be taken, developed, produced, disseminated, uploaded, and shared at the sole discretion of SPD.

I understand that under limited circumstances the images listed above may be provided by SPD to media outlets for the express purpose of promoting this event and SPD's mission and that by doing so, it is challenging to fully control digital images once they are made publicly available.

I agree to indemnify and hold the City of Seattle, its employees, officers and agents and SPD harmless from any and all losses, claims, actions, costs, expenses, judgments, subrogation or other damages resulting from injury or damage claimed of any person arising out of or incidental to the subject of this release, to include, but not limited to: taking, developing, creating electronic formats (PDF, DVD), producing, disseminating, uploading, downloading, sharing (to include accessibility by unauthorized media sources who gain uncontrolled/unauthorized access to these images), printing, posting (websites including, SPD, Facebook, Twitter and Flickr) and the like.

I agree that the venue for any and all conflict and resolution arising out of this agreement shall be the State of Washington and the County of King and that the laws of Washington State shall apply.

I understand that there will be no financial gains to SPD or its employees for the use of these images. I also understand that there will be no financial or other remuneration to me for the use of these images.

☐ ***I allow you to use my name and identity along with my image.***

I represent that I am at least 18 years of age, have read, understand, and agree to the above statement, and am competent to execute this agreement.

Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

Preferred method of contact: (email or phone): \_\_\_\_\_

Signature: \_\_\_\_\_